Children's Mental Health Waiver

Provider Procedure for: Level of Care Re-Evaluation

Implementation Date: 7/1/06

Revision Date: 9/1/07

Overview

The Child and Adolescent Service Intensity Index (CASII) is used to determine the youth's appropriate level of care (inpatient hospitalization) to meet clinical eligibility for waiver services. This instrument is completed by a Qualified Mental Health Professional trained to administer the CASII as part of the application for waiver services.

Level of Care re-evaluations are required on a six-month schedule to ensure the youth's continuing clinical eligibility for waiver services.

Waiver Provider Roles and Responsibilities

Family Care Coordinator will:

- Facilitate the completion of the Level of Care re-evaluation by a QMHP prior to all Individual Service Plan development meetings following a six-month schedule.
 - While a youth is receiving services through the waiver, level of care re-evaluations are done within 45 days of the last evaluation date on the following schedule. The schedule will follow the ISP schedule. Dates will not be calculated using the date of the CASII done for the waiver services application.

Instrument	Time frame
Level of Care Criteria Re-Evaluation (WP-3)	6 month plan of care
CASII + LOC re-evaluation form	12 month plan of care
Level of Care Criteria Re-Evaluation (WP-3)	18 month plan of care
CASII + LOC re-evaluation form	24 month plan of care

- A CASII Scoring Sheet for the Children's Mental Health Waiver is to be used by the evaluator for all CASII tools administered.
 - A copy of this scoring sheet is included with this procedure and should be shared with evaluators as needed.
- The level of care re-certification cycle continues as outlined for the duration of the time the youth is served by the waiver.
- Review document findings to ensure continued clinical eligibility.
 - The "Level of Care Criteria Re-certification" form (WP-3) is used to document review of the following criteria:
 - Age of youth/youth
 - Current version DSM Axis I diagnosis or ICD diagnosis
 - Meet definition of serious emotional disturbance
 - Meet at least one Medicaid criteria for inpatient psychiatric hospitalization
 - Recommendation from Qualified Mental Health Professional that youth can continue to be safely served in their home, school, and community.

When the CASII is completed, the "Level of Care Criteria Re-certification" must accompany the CASII to screen for the additional required criteria as noted above.

Mark the appropriate box on the top of the re-certification form to distinguish the review being completed.

Review the findings documented for each level of care re-certification review against the following criteria:

Review Criteria	Required Findings for Continued Eligibility
Age between 4 and 21	Yes
Current version DSM Axis I or ICD diagnosis	Yes
Meet definition of Serious Emotional Disturbance	Yes
Meet level of care criteria for inpatient psychiatric hospitalization	Yes – requires at least one item listed be marked
Can youth be safely served in his/her home, school, community with waiver services	Yes
CASII score	20-27 range

If the answer to any of the above review criteria is "No" or the CASII scores are outside the range identified, contact the QMHP for more detailed information.

The question of the <u>need for inpatient hospitalization</u> should be reviewed if:

- CASII scores are higher than 27
- The youth cannot be safely served at home, school, and in his/her community

The question of the <u>need for transition from waiver services</u> should be reviewed if any of the following review criteria are answered "No":

- Age between 4 and 21
- Diagnosis with most recent date being within time period since last LOC re-certification
- Definition of Serious Emotional Disturbance
- Level of care for inpatient psychiatric hospitalization
- Contact the Waiver Program when a youth does not meet clinical eligibility as defined by the reevaluation document
 - Be prepared to share the detailed information gathered from discussion and review of options with QMHP.
- Discuss findings and options with the youth and family.
 - Schedule a Family Care Team Meeting to share family's ideas and concerns and implement a plan to address the option chosen by the youth and family.
 - Follow applicable waiver procedures.